

CADDO PARISH FIRE DISTRICT NO. 4

FINANCIAL STATEMENTS

December 31, 2003

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Station House office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date: 2-11-04

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SMITH, PUGH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of Commissioners
Caddo Parish Fire District No. 4
Caddo Parish, Louisiana

We have audited the accompanying general purpose financial statements of Caddo Parish Fire District No. 4, a component unit of the Caddo Parish Commission, as of and for the year ended December 31, 2009, as listed in the table of contents. These general purpose financial statements are the responsibility of Caddo Parish Fire District No. 4's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall general purpose financial statements presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Caddo Parish Fire District No. 4, as of December 31, 2009, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued a report dated May 22, 2010, on our consideration of Caddo Parish Fire District No. 4's internal control structure over financial reporting, and our tests of its compliance with certain provisions of laws, regulations, contracts, and grants.

Smith Pugh & Company LLP
Certified Public Accountants

May 22, 2010

FINANCIAL STATEMENTS

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CALDERO PARISH FIRE DISTRICT NO. 4
Combined Balance Sheet - All Fund Types and Account Groups
December 31, 2008

	Governmental Funds			Account Groups			Total
	General Fund	Debt Service Fund	Capital Projects Fund	General Fund Assets	General Fund Liabilities	(Nonmonetary) Debt	
Assets and Other Debits							
Assets:							
Cash and cash equivalents	\$ 84,129	\$ 41,449	\$ 40,073	\$ -	\$ -	\$ -	\$ 165,651
Investments	-	-	404,693	-	-	-	404,693
Receivables	281,218	41,442	2,618	-	-	-	325,278
Prepaid insurance	1,248	-	-	-	-	-	1,248
Due from other funds	1,871	-	-	-	-	-	1,871
Land, buildings, and equipment	-	-	-	813,196	-	-	813,196
Other Debits:							
Amount available in debt service fund	-	-	-	-	41,449	-	41,449
Amount to be provided for retirement of long-term debt	-	-	-	-	471,211	-	471,211
Total Assets and Other Debits	\$ 358,466	\$ 82,891	\$ 446,782	\$ 813,196	\$ 471,211	\$ -	\$ 1,272,435
Liabilities, Equity, and Other Credits							
Liabilities:							
Accounts payable	\$ 471	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 471
Accrued interest paid	-	2,673	-	-	-	-	2,673
Due to other funds	-	1,871	-	-	-	-	1,871
General obligation bonds payable	-	-	-	-	470,000	-	470,000
Total liabilities	\$ 471	\$ 4,544	\$ -	\$ -	\$ 470,000	\$ -	\$ 475,015
Equity and other credits:							
Investment in general fund assets	-	-	-	813,196	-	-	813,196
Fund balances:							
Reserved for debt service and capital projects	-	82,891	446,782	-	-	-	529,673
Unreserved/undesignated	184,165	-	-	-	-	-	184,165
Total equity and other credits	\$ 184,165	\$ 82,891	\$ 446,782	\$ 813,196	\$ -	\$ -	\$ 1,527,034
Total Liabilities, Equity, and Other Credits	\$ 184,636	\$ 87,435	\$ 446,782	\$ 813,196	\$ 470,000	\$ -	\$ 1,702,059

See accompanying notes to financial statements.

CAIRNS PARISH FIRE DISTRICT NO. 2

**Statement of Revenues, Expenditures and Changes
in Fund Balances - Governmental Funds
Year Ended December 31, 2008**

	General Fund	Debt Service Fund	Capital Projects Fund	Total (Memorandum Only)
Revenues:				
Ad valorem taxes	\$ 86,433	\$ 48,118	\$ -	\$ 134,549
Service charges	251,878	-	-	251,878
Intergovernmental:				
Fire insurance rebate	12,890	-	-	12,890
State revenue sharing	4,796	-	-	4,796
State supplemental pay	23,846	-	-	23,846
Interest earned	17,846	2,396	6,711	26,953
Insurance proceeds	30,800	-	-	30,800
Miscellaneous	40	-	-	40
Total revenues	<u>416,749</u>	<u>50,514</u>	<u>6,711</u>	<u>473,974</u>
Expenditures:				
Salaries and related benefits	315,036	-	-	315,036
Legal and accounting	5,290	-	-	5,290
Insurance	15,346	-	-	15,346
Repairs and maintenance	19,682	-	-	19,682
Utilities	7,642	-	-	7,642
Capital outlay	37,662	-	18,121	55,783
Fuel	5,012	-	-	5,012
Office supplies and expense	2,647	-	888	3,535
Legal advertising and elections	2,532	-	10,830	13,362
Supplies	8,356	-	-	8,356
Tax collection fees	28,868	1,416	-	30,284
Training and board	6,343	-	-	6,343
Uniforms	5,228	-	-	5,228
Debt service:				
Bond principal retirement	-	68,000	-	68,000
Interest paid	-	2,780	-	2,780
Other	1,422	181	-	1,603
Total expenditures	<u>442,158</u>	<u>71,361</u>	<u>19,839</u>	<u>533,358</u>
Excess (Deficiency) of Revenues over Expenditures	(125,409)	(20,847)	(13,128)	(359,412)
Other Financing Sources:				
Bond proceeds	-	-	479,800	479,800
Excess (Deficiency) of Revenues and Other Sources over Expenditures	<u>(125,409)</u>	<u>(20,847)</u>	<u>446,672</u>	<u>400,416</u>
Fund Balances, Beginning	<u>431,158</u>	<u>86,224</u>	<u>-</u>	<u>517,382</u>
Fund Balances, Ending	<u>\$ 305,749</u>	<u>\$ 65,377</u>	<u>\$ 446,782</u>	<u>\$ 817,912</u>

See accompanying notes to financial statements.

CARDO PARISH FIRE DISTRICT NO. 4

**Statement of Revenues, Expenditures, and Changes in Fund Balances -
Budget (Cash Basis) and Actual - General Fund
Year Ended December 31, 2000**

	<u>General Fund</u>		<u>Variance - Favorable (Unfavorable)</u>
	<u>Budget</u>	<u>Actual</u>	
Revenues:			
Ad valorem taxes	\$ 80,508	\$ 80,435	\$ (73)
Service charges	270,308	251,878	(18,430)
Intra-governmental:			
Fire insurance rebate	12,990	12,980	-
State revenue sharing	14,500	4,756	(9,744)
State supplemental pay	25,260	25,806	(1,284)
Interest earned	15,000	17,006	2,016
Insurance proceeds	-	20,080	20,080
Miscellaneous	600	40	(560)
Total revenues	<u>428,258</u>	<u>416,149</u>	<u>(12,109)</u>
Expenditures:			
Salaries and related benefits	308,700	313,130	(4,430)
Legal and accounting	5,500	3,180	2,310
Insurance	15,880	15,704	176
Repairs and maintenance	11,180	10,682	498
Utilities	7,180	7,642	(142)
Capital outlay	48,080	37,582	10,498
Fuel	5,580	5,812	(232)
Office supplies and expense	2,180	2,647	(347)
Legal advertising and elections	3,451	3,227	224
Supplies	6,880	8,156	(1,296)
Tax collection fees	25,880	24,808	992
Training and travel	4,780	6,249	(355)
Uniforms	3,880	3,228	532
Other	1,280	1,271	9
Total expenditures	<u>445,151</u>	<u>445,254</u>	<u>597</u>
Excess (Deficiency) of Revenues and over Expenditures	<u>\$ (16,893)</u>	<u>(27,405)</u>	<u>\$ (10,512)</u>
Fund Balances, Beginning:		<u>421,258</u>	
Fund Balances, Ending		<u>\$ 394,145</u>	

See accompanying notes to financial statements.

CADDO PARISH FIRE DISTRICT NO. 4

Notes to Financial Statements December 31, 2008

The Caddo Parish Fire District No. 4 ("the District") was created by the Caddo Parish Commission by ordinance as provided under the Louisiana Revised Statutes 48:1496. The District is comprised of property in Southeast Caddo Parish and is governed by a board of commissioners, who are appointed by the Caddo Parish Commission. The purpose of the District is to provide fire protection and emergency services to residents of the District.

1. Summary of Significant Accounting Policies

Basis of Presentation

The accompanying general purpose financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Reporting Entity

The District is a component unit of the Caddo Parish Commission, the financial reporting entity. The commission is financially accountable for the District because it appoints a voting majority of the board and has the ability to impose its will on them.

The accompanying financial statements present information only on the funds maintained by the District and do not present information on the commission, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

Fund Accounting

The District uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds of the District are classified as governmental funds. Governmental funds account for the District's general activities, including collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. Governmental funds of the District include:

General Fund – the general operating fund of the District and accounts for all financial resources, except those required to be accounted for in other funds.

CADDO PARISH FIRE DISTRICT NO. 4

Notes to Financial Statements December 31, 2008

I. Summary of Significant Accounting Policies (continued):

Debt Service Fund – accounts for transactions relating to resources retained and used for the payment of principal and interest on the long-term obligations recorded in the general long-term obligations account group.

Capital Projects Fund – accounts for financial resources received and used for the acquisition, construction, or improvement of capital facilities not reported in the other governmental funds.

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used by the governmental funds. The governmental funds use the following practices in recording revenues and expenditures:

Revenues - All salaried taxes, service charges, and revenue sharing are recorded when both measurable and available. "Measurable" means the amount of the transaction can be determined, and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. All other revenues are recorded when received.

Expenditures - Operating expenditures are recorded when the liability is incurred. Principal and interest on long-term obligations are recorded when paid.

Use of Estimates

The preparation of financial statements generally requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from these estimates.

Budgets

A budget for the coming year is prepared by the fire chief and approved by the board of commissioners prior to December 31st of each year. The proposed budget is prepared on a cash basis of accounting. The budget is legally adopted and amended, as necessary, by the board of commissioners. The board reserves all authority to make changes to the budget. Unexpended appropriations lapse at year end and must be re-appropriated in the next year's budget to be expended. The budget was amended in 2008.

CADDO PARISH FIRE DISTRICT NO. 4

Notes to Financial Statements
December 31, 2020

F. Summary of Significant Accounting Policies (continued)

Cash and Cash Equivalents

Cash includes amounts in demand deposits and interest-bearing demand deposits. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the District may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

Investments

Investments are limited by Louisiana Revised Statute (R.S.) 33:2815 and the District's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

Fixed Assets

Fixed assets are recorded as expenditures in the governmental funds at the time purchased or constructed, and the related assets are reported in the general fixed assets account group. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated cost if historical cost is not available. Depreciated fixed assets are stated at their estimated fair value on the date shown.

Long-term Obligations

Long-term obligations expected to be financed from governmental funds are reported in the general long-term obligations account group. Expenditures for principal and interest payments for long-term liabilities are recognized in the governmental funds when due.

Fund Equity

Reserves – Reserves represent those portions of fund equity not appropriate for expenditures or legally segregated for a specific future use.

Compensated Absence

Compensated absences for vacation and sick leave do not accrue past the calendar year and are not paid for if not taken.

CALDO PARISH FIRE DISTRICT NO. 4

Notes to Financial Statements December 31, 2008

1. Summary of Significant Accounting Policies (continued)

Total Columns on Statements

Total columns on the statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data on these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

2. Cash and Cash Equivalents

At December 31, 2008, the District has cash and cash equivalents (book balances) totaling \$186,649 as follows:

Interest-bearing demand deposits	\$ 128,318
Noninterest-bearing demand deposits	48,811
Posty cash	260
Total	<u>\$ 186,649</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposits insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. At December 31, 2008, the District has \$183,659 in deposits (custodial bank balances). These deposits are secured from risk by \$100,000 of federal deposit insurance and \$83,659 of pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 2).

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement No. 3, Louisiana Revised Statute 39:1228 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 30 days of being notified by the District that the fiscal agent has failed to pay deposited funds upon demand.

3. Investments

Investments are categorized into these three categories of credit risk:

1. Insured or registered, or securities held by the District or its agent in the District's name
2. Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the District's name

CARDO PARKER FIRE DISTRICT NO. 4

Notes to Financial Statements December 31, 2000

3. Investments (continued)

3. Uninsured or underinsured, with securities held by the county, or by its trust department or agent but not in the District's name.

At December 31, 2000, the District's investment balances were as follows:

Category	Carrying Amount		Total Carrying Amount
	Fair Value	Cost	
Certificate of deposit	\$ 404,690	\$ 404,690	\$ 404,690

4. *Ad Valorem Taxes and Parcel Fees*

The District levies taxes on real and business personal property within its boundaries on November 1st of each year. Property taxes are due before December 31st and attach as an enforceable lien on property as of January 1st of the following year. Property taxes are recorded as receivables and revenue in the year assessed to the extent that revenues are collected within 60 days after year-end. All levied taxes not received within 60 days after year-end are recorded as revenue when payment is received.

On October 23, 1999, the voters of the District approved the issuance of general obligation bonds and the corresponding ad valorem taxes to be levied for debt service. The amount levied for 2000 was six (\$6) mills.

On October 4, 1994, the voters of the District approved the renewal of a ten (10) year ten (10) mill ad valorem tax for a period beginning with the year 1995 and ending with the year 2004. The purpose of the tax is for the maintaining and operating fire protection facilities, purchasing fire trucks and other fire fighting equipment, and paying the cost of obtaining water for fire protection purposes, including charges for fire hydrant rentals and services.

For the year ended December 31, 2000, total ad valorem taxes of 16 mills were levied on property with assessed valuations totaling \$8,238,800 after the application of homestead exemptions and adjusted property. Total taxes levied at December 31, 2000, for debt retirement and fire operation were \$35,401 and \$92,168, respectively.

The voters of the District also approved the levying of a \$100 service charge for each residential or commercial structure beginning in 1995. Total service charges levied at December 31, 2000, were \$281,908.

CADDO PARISH FIRE DISTRICT NO. 4

Notes to Financial Statements
December 31, 2000

3. Receivables

A summary of receivables at December 31, 2000, follows:

	General Fund	Debt Service Fund	Capital Projects Fund	Total
Ad valorem taxes	\$ 34,138	\$ 44,482	\$ -	\$ 118,818
Service charges	226,324	-	-	226,324
State revenue sharing	4,176	-	-	4,176
Accrued interest	-	-	2,018	2,018
	<u>\$ 364,736</u>	<u>\$ 44,482</u>	<u>\$ 2,018</u>	<u>\$ 711,736</u>

4. Changes in General Fixed Assets

A summary of changes in general fixed assets follows:

	Beginning Balance	Additions	Retirements	Ending Balance
Land	\$ 39,387	\$ -	\$ -	\$ 39,387
Buildings	115,028	-	-	115,028
Equipment & fixtures	517,886	136,081	13,008	680,891
Total	<u>\$ 702,231</u>	<u>\$ 136,081</u>	<u>\$ 13,008</u>	<u>\$ 825,236</u>

The District received a fire truck through a donation from the Caddo Parish Commission, which used a state grant to obtain the truck. The truck's total cost was \$89,989. The District's portion of the cost was \$5,899.

5. Leases

The District has entered into two operating leases for plots of land on which fire facilities are located. The leases stipulate rental rates of one dollar per year and all rents were prepaid at inception. The 1994 lease is a 15-year term, with a ten-year renewal option. The 1998 lease is a 40-year term and the prepaid rent was paid by the Parish of Caddo as the lessor in the lease agreement.

6. Risk Management

The District is exposed to various risks of loss related to tests, theft of, damage to and destruction of assets; crimes and collisions; injuries to employees; and natural disaster. The District carries commercial insurance for all risks of loss, including workers' compensation. There were no significant reductions in insurance coverage from the prior year.

CAJODO PARISH FIRE DISTRICT NO. 4

Notes to Financial Statements
December 31, 2008

8. Pension Plans:

Firefighters' Retirement System of Louisiana

Plan Description

Substantially all employees of the District are members of the Louisiana Firefighters' Retirement System (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

Membership in the Louisiana Firefighters' Retirement System is mandatory for all full-time firefighters employed by a municipality, parish, or fire protection district that did not enact an ordinance before January 1, 1985, exempting itself from participation in the System. Employees are eligible to retire at or after age 55 with at least 12 years of creditable service or at or after age 58 with at least 20 years of creditable service. Upon retirement, members are entitled to a retirement benefit, payable monthly for life, equal to 3.10 percent of their final-average salary for each year of creditable service, not to exceed 180 percent of their final-average salary. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least 12 years of service and do not withdraw their employee contributions may retire at or after age 55 (or at or after age 58 with at least 20 years of creditable service at termination) and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Firefighters' Retirement System, Post Office Box 90093, Baton Rouge, Louisiana 70804, or by calling (504) 925-4868.

Funding Policy

Plan members are required by state statute to contribute 8.0 percent of their annual covered salary and the District is required to contribute at an actuarially determined rate. The current rate is 9.8 percent of annual covered payroll. The contribution requirements of plan members and the District are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:189, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The District's contributions to the System for the years ending December 31, 2005, 2006, and 2007 were \$18,157, \$26,153, and \$34,371, respectively, equal to the required contributions for each year.

10. Per Diem Paid to Board Members:

The District has a voluntary board; therefore, no per diem amounts were paid during this period.

CADDO PARISH FIRE DISTRICT NO. 4

Notes to Financial Statements December 31, 2000

10. Long-Term Obligations:

A summary of change in long-term obligations is as follows:

	1985 Series General Obligation Bonds	2000 Series General Obligation Bonds	Total
Balance, December 31, 1999	\$ 60,000	\$ -	\$ 60,000
Debt proceeds	-	470,000	470,000
Debt retired	(60,000)	-	(60,000)
Balance, December 31, 2000	\$ -	\$ 470,000	\$ 470,000

Bonds payable consist of a \$400,000 bond issue dated March 1, 1995, due in annual installments of \$25,000 to \$60,000 through March 1, 2000. The interest rate for 2000 was 5.00%. The bonds are secured by levy and collection of ad valorem taxes.

On September 1, 2000, the District sold \$470,000 of general obligation bonds dated August 1, 2000, due in annual installments of \$20,000 to \$40,000 through August 1, 2015. The interest rate ranges from 5.0 to 7.00%. The bonds are secured by levy and collection of ad valorem taxes.

The annual requirements to amortize debt outstanding as of December 31, 2000, including interest of \$233,643 is as follows:

2001	\$ 45,733
2002	45,333
2003	48,940
2004	47,293
2005	45,433
Thereafter	469,118
Total	\$ 782,843

11. On-Behalf Payments for Fringe Benefits and Salaries:

GAAP Statement No. 34 requires that on-behalf payments be recognized as both revenue and expenditures by an employer governmental entity. In accordance with this Statement, \$15,816 has been recognized in both intergovernmental revenue - state supplemental pay and salary and related benefits due to on-behalf payments from the State of Louisiana for firefighters.

CADDO PARISH FIRE DISTRICT NO. 4

**Notes to Financial Statements
December 31, 2008**

13. Reconciliation of Differences Between the Budgetary-Based Financial Statements and the GAAP-Based Financial Statements:

As discussed in Note 1, the budget is prepared on a cash basis of accounting. However, the modified accrual basis of accounting is used for financial reporting purposes in accordance with GAAP. Exhibit 1 on page 14 is a Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual (Budgetary Basis) Variance with GAAP for the year ended December 31, 2008. The statement reconciles the differences between the budgetary-based financial statements and the GAAP-based financial statements for the general fund.

14. Subsequent Events:

The District accepted bids for the purchase of a 2001 Tahoe on December 28, 2008, to replace a wrecked response unit. The bid price was \$17,400. Delivery of the vehicle is not expected until summer of 2009 due to the special nature of the vehicle.

On May 14, 2009, the District began advertising for bids for the construction of a new wrecked fire station. Bids are to be opened on June 18, 2009. Estimated construction costs are \$180,000 to be funded by the Capital Projects Fund.

CADDO PARISH FIRE DISTRICT NO. 4

Notes to Financial Statements
December 31, 2000

**Exhibit 1
Budgetary/GAAP Reporting Reconciliation**

	<u>Actual on GAAP Basis</u>	<u>Adjustment to Budgetary Basis</u>	<u>Actual on Budgetary Basis</u>	<u>Budget</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues:					
Ad valorem taxes	\$ 86,410	\$ 1,579	\$ 88,012	\$ 98,760	\$ (2,688)
Service charges	251,878	43,812	298,890	278,180	24,710
Less governmental:					
Fire insurance rebate	12,898	-	12,898	12,898	-
State revenue sharing	4,796	9,353	14,533	14,500	33
State supplemental pay	23,816	-	23,816	25,200	(1,384)
Interest earned	17,818	-	17,818	15,800	2,018
Insurance proceeds	20,000	-	20,000	-	20,000
Miscellaneous	48	-	48	600	(552)
Total revenues	<u>414,248</u>	<u>55,141</u>	<u>471,287</u>	<u>438,280</u>	<u>42,607</u>
Expenditures:					
Salaries and related benefits	313,136	-	313,136	368,760	(4,436)
Legal and accounting	3,798	1,828	5,618	5,500	118
Insurance	15,744	-	15,744	15,800	56
Repairs and maintenance	10,662	(158)	10,488	11,500	1,014
Utilities	7,662	-	7,662	7,500	(162)
Capital outlay	37,562	-	37,562	40,800	2,438
Fuel	3,312	(453)	3,013	3,500	487
Office supplies and expense	2,647	-	2,647	2,700	(53)
Legal advertising and elections	3,537	-	3,537	2,481	(76)
Supplies	8,336	-	8,336	6,800	(1,536)
Tire collection fees	24,808	-	24,808	25,800	992
Training and travel	6,345	-	6,345	6,700	355
Uniforms	3,218	-	3,218	3,800	572
Other	1,575	-	1,575	1,800	225
Total expenditures	<u>445,354</u>	<u>1,258</u>	<u>446,612</u>	<u>444,131</u>	<u>851</u>
Excess (Deficiency) of Revenues over Expenditures	<u>(27,485)</u>	<u>\$ 53,898</u>	<u>\$ 26,485</u>	<u>\$ (14,851)</u>	<u>\$ 41,346</u>
Fund Balances, Beginning	<u>421,280</u>				
Fund Balances, Ending	<u>\$ 393,795</u>				

OTHER REPORT



SMITH, PUGH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

**REPORT OF COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL
REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Members of the Board of Commissioners
Caddo Parish Fire District No. 4
Caddo Parish, Louisiana

We have audited the general purpose financial statements of Caddo Parish Fire District No. 4 as of and for the year ended December 31, 2003, and have issued our report thereon dated May 22, 2004. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether Caddo Parish Fire District No. 4's general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed one instance of noncompliance that is required to be reported under *Government Auditing Standards*. The District did not comply with the public bid law when purchasing medical equipment with a purchase price of \$12,500.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Caddo Parish Fire District No. 4's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operations that we consider to be material weaknesses.

This report is intended solely for the information and use of the management and the Board of Commissioners and is not intended to be and should not be used by anyone other than these specified parties.

Smith, Pugh & Company, LLC
Certified Public Accountants

Shreveport, Louisiana
May 22, 2004

ADMIT FINDINGS

CADDO PARISH FIRE DISTRICT NO. 4

***Summary Schedule of Prior Audit Findings
Year Ended December 31, 2000***

There were no findings in the year ended December 31, 1999.

CADDO PARISH FIRE DISTRICT NO. 4

**Corrective Action Plan for
Current Year Audit Findings
Year Ended December 31, 2000**

2008-1 Failure to comply with public bid law when purchasing equipment.

Finding

The District purchased specialized medical equipment costing \$18,563 without obtaining public bids.

Corrective Action Plan

The District's management now understands that the public bid law requires obtaining public bids for all purchases over \$15,000. The District's management has informed the Board of Commissioners of the requirements of the public bid law. The Board recognizes the requirements and will comply with the public bid law for all future purchases.